

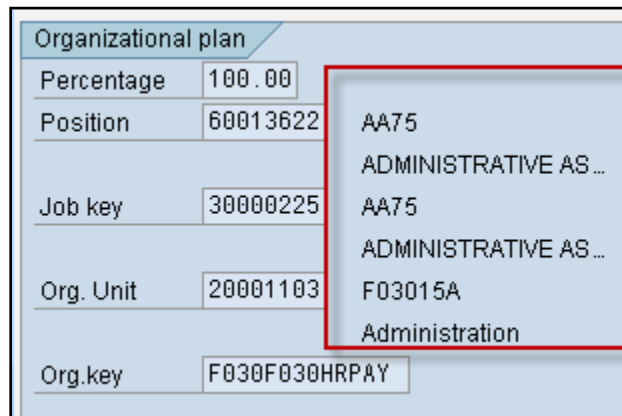
Subject: System Improvement to Make Organizational Assignment Infotypes Easier to Update
Audience: HR Directors

The SCEIS HR/Payroll Team and the State Division of Human Resources are pleased to announce a system improvement designed to update the Organizational Assignment infotype text for organizational units, positions, and jobs automatically, and match the records on the organizational management side. There are two data elements affected by this improvement:

- IT1000 – Organizational unit and position information stored in agency Organizational Management (OM) records
- IT0001 – Organizational Assignment Infotype stored in agency Personnel Administration (PA) records

As the system is currently configured, when an agency makes a change to IT1000 on the OM side (for example, changing the abbreviation or name of the organizational unit or position), these changes do not automatically carry over to records stored in IT0001 on the PA side. The texts on the organizational assignment infotype will not update until a new organizational assignment infotype is created on the PA side. See the example screen shot below for illustration.

Organizational Assignment Infotype Before Change to Name of Organizational Unit:



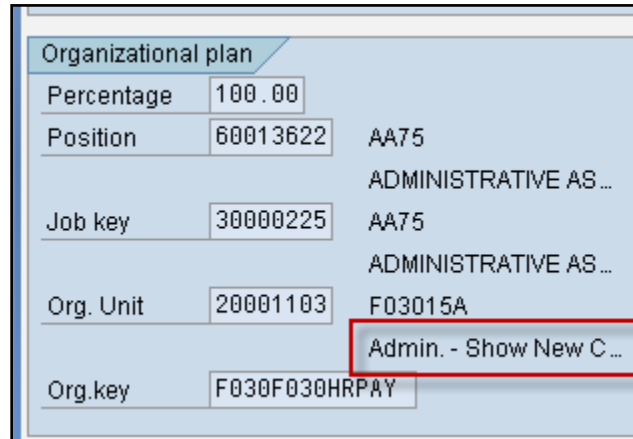
Organizational plan	
Percentage	100.00
Position	60013622
Job key	30000225
Org. Unit	20001103
Org.key	F030F030HRPAY

AA75
ADMINISTRATIVE AS ...
AA75
ADMINISTRATIVE AS ...
F03015A
Administration

To make this process more efficient, effective immediately, changes made on the OM side to IT1000 on an organizational unit, position abbreviation or text, will automatically update the text found on the organizational assignment IT0001 stored in PA. The only exception to this automated update is on “old” infotypes with effective date ranges that have a delimited end prior to the effective date of the change.

Organizational Assignment Infotype After Change To Organizational Unit Name:

In the screenshot below, the abbreviation and text of organizational unit 20001103 was updated on the OM side. As a result, the current organizational assignment infotype (IT0001) text is updated on the PA side.



Organizational plan		
Percentage	100.00	
Position	60013622	AA75
		ADMINISTRATIVE AS...
Job key	30000225	AA75
		ADMINISTRATIVE AS...
Org. Unit	20001103	F03015A
		Admin. - Show New C...
Org.key	F030F030HRPAY	

To further illustrate this enhancement, we have included a scenario below to show what you can expect to see now when your agency makes changes to organizational assignment infotype records on employees. Although the scenario below is for an organizational unit, this change will also impact positions as stated earlier.

Summary of How This Change Will Impact Existing PA Records:

An agency changes an organizational unit name effective 06/01/2011 in OM:

- Text of old organizational assignment records which was end dated prior to 06/01/2011 will not be updated.
- Text of older organizational assignment records which have a begin date prior to the change and an end date after the change (01/02/2011 through 09/15/2011, for example)—will be updated automatically.
- Text of current organizational assignment records with effective date ranges of 01/02/2011 through 12/31/9999, for example, is updated automatically.

If you have any questions about this message, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at the following link:
<http://www.sceis.sc.gov/requests/>.